



CALIFORNIA DEPARTMENT OF HUMAN RESOURCES

1515 S Street, North Building, Suite 400
Sacramento, CA 95811

Governor Edmund G. Brown Jr.
Secretary, Government Operations Agency Marybel Batjer
Director Richard Gillihan

BOARD DATE: January 11, 2018

TO: Five-Member State Personnel Board

FROM: Jamie Inderbitzen, Classification Consolidation Project Manager
Melissa Russell, Personnel Program Manager
Angela Kwong, Personnel Program Consultant
Timothy Eldred, Retired Annuitant
Personnel Management Division

SUBJECT: Establish a new class series of 9 service-wide classifications in order to consolidate 36 service-wide and department-specific information technology classifications; reallocate of employees from existing classifications into one of the new classes; abolish 36 classes; and place Footnote 24 on 7 classifications.

SUMMARY

CalHR proposes to consolidate 36 separate information technology classifications by:
(1) Establishing a new class series with 9 service-wide information technology classifications;
(2) Reallocating incumbents from the 36 existing classifications to the appropriate new information technology classifications; (3) Abolishing the 36 classifications; and (4) Placing Footnote 24 on 7 classifications that do not fit the new classification concepts so they may be abolished when they become vacant.

Seventeen other classifications were considered for inclusion in this project, but were determined to be outside the project's scope: 1 was placed in the Career Executive Assignment category; seven are specifically assigned by Government Code section 10205.1 for use solely in the Legislative Data Center; four classes were abolished via California Code of Regulations, title 2, section 90 by the Five-Member Board (two Computer Operations Specialist classes at the July 6, 2017, State Personnel Board meeting and two Instructional Systems Engineer classes at the December 7, 2017, State Personnel Board meeting); and five are telecommunications classes operating and maintaining radio/microwave and landwire telecommunications systems which are not within the scope of the proposed classes.

CONSULTED

More than 100 individuals were consulted with on this project, and a survey was completed with over 2000 responses. Departments and State Agencies that were consulted include:

Business, Consumer Services, and Housing Agency
California Department of Corrections and Rehabilitation
California Department of Technology
California Department of Transportation
California Environmental Protection Agency

California Natural Resources Agency
California Public Employees Retirement System
Department of Aging
Department of Food and Agriculture
Department of Health Care Services
Department of Justice
Department of Toxic Substances Control
Department of Water Resources
Employment Development Department
Franchise Tax Board
Governor's Office of Emergency Services
Labor and Workforce Development Agency
State Teachers' Retirement System

NOTIFICATION

The Service Employees International Union (SEIU), Local 1000; Association of California State Supervisors; California Association of Managers and Supervisors; and Coalition of Communications Supervisors were notified of this proposal.

SEIU stated they will present any outstanding concerns directly to the Five-Member Board. The Association of California State Supervisors (ACSS) sent a letter outlining their concerns, which was submitted to the Board with the IT Board item package. California Association of Managers and Supervisors; and Coalition of Communications Supervisors did not respond with any concerns.

BACKGROUND

Information technology changes at a rapid pace. The state's information technology offices are working with a collection of classifications established at various times between 1968 and 2010 and have had to adapt new technology work to dated classification language. The major issues include: outdated classification specifications; overlapping classification series; inefficient organizational structures; and inconsistent minimum qualifications.

The state currently has multiple classification series with various levels of information technology classifications, some of which have not been updated in more than 20 years. The classifications do not reflect current or emerging technologies used within the state, resulting in inconsistent and difficult position allocations and recruiting problems. A number of significant information technology areas are not included in the current classifications, such as information technology security, and project management. The proposed service-wide information technology classifications are crafted to allow for use in all current information technology areas, as well as areas or technologies that may arise in the future.

State information technology organizations are facing critical staffing and knowledge issues that can impede the state's ability to meet the missions of its various line departments. Departments often must turn to private sector companies to supply information technology knowledge, skills, and labor at a significant cost to the state.

In 2015, CalHR convened a large group of information technology subject matter experts (Core Team). This group met to evaluate the state's information technology classification issues, review available options, identify best solutions, and identify potential minimum qualifications and alternative range criteria for a state information technology class series. The Core Team

defined six major domains of information technology work: Business Technology Management, Client Services, Software Engineering, Information Security Engineering, Information Technology Project Management, and System Engineering. These domains are recognized and incorporated into the series specification.

A statewide implementation presentation is being developed that will be delivered to all impacted departments after adoption of the Information Technology Series to ensure a consistent conversion of individuals, classifications, and organizations. This presentation will also provide departmental tools to ease the transition, such as report templates, allocation guidelines and new exam features. CalHR staff will be available to provide individual consultation and answer department-specific questions.

In order to facilitate a smooth conversion, CalHR proposes the changes to the current classifications and the reallocation of incumbents take effect the first day of the February 2018 pay period, January 31, 2018.

CLASSIFICATION CONSIDERATIONS

The use of current classifications to accomplish the classification change is not recommended due to the inconsistent classification structure and the ingrained perception and understanding of specific class titles and responsibilities. Creation of a new broad-based classification series will enhance recruitment, provide recruitment and retention flexibility, and allow for rapid adaptation to new trends and requirements as the field of information technology continues to evolve.

Several classifications in the series allow for the use of college-level coursework to meet Minimum Qualifications or Alternate Range Criteria. When education is used, a minimum number of credits must be in information technology or a closely related course of study such as the study of computing, software engineering, computer engineering, Management Information Systems, Geographic Information Systems, and computing technology.

Seven information technology classes are not recommended for movement to the new class series and are proposed to have Footnote 24 added to them. The information technology classifications were designed for outmoded technology that is no longer consistent with current information technology equipment and practices. An analysis of their responsibilities and salary levels determined that they are not appropriate classifications for movement to the new class series by reallocation.

For individuals in the Computer Operator and Information Systems Technician classifications, incumbents in Range C are proposed for reallocation to Information Technology Technician, Range A; 75 incumbents would be reallocated by this proposal. Incumbents in Ranges A and B will remain in their respective classifications until they move to Range C, when they will be reallocated to Information Technology Technician, Range A. The Information Systems Technician classification has 19 incumbents in Ranges A and B; the Computer Operator classification has 2 incumbents in Range B and none in Range A.

It is recommended that incumbents in the other five classifications remain in their current classification until they are able to examine for placement into the new classifications or otherwise move out of their current classifications. CalHR will work with departments to determine an individualized plan for the remaining 12 impacted incumbents.

<u>Classification</u>	<u>Incumbents¹</u>
Computer Operations Supervisor II	1
Computer Operations Supervisor I	4
Computer Operator, Ranges A and B	2
Information Systems Technician Supervisor II	2
Information Systems Technician Supervisor I	1
Information Systems Technician, Ranges A and B	19
Associate Information Systems Analyst (Supervisor)	4

The seven classifications will be abolished when vacant.

NEW CLASSIFICATION DESCRIPTIONS

The new class series will consist of the following classifications and levels:

Information Technology Technician, under initial close supervision, typically performs routine support tasks within a limited scope typically involving one unit, function, or domain.

Information Technology Associate, under supervision, typically performs a variety of recurring, well-defined tasks requiring occasional innovative problem-solving within guidelines and a scope that may encompass one or more units, functions or domains.

Information Technology Specialist I, under direction, performs a wide variety of tasks requiring regular innovative problem-solving within broadly stated and non-specific guidelines.

Information Technology Specialist II is the technical advisor level. Under general direction, incumbents demonstrate a depth of leadership and expertise. Incumbents perform a wide variety of tasks requiring innovative problem-solving where guidance is not readily available. Incumbents optimize and apply architecture solutions for the benefit of the overall organization and play a major role in advising management or formulating information technology strategy and policy within the organization.

Information Technology Specialist III is the expert advisor level. Under administrative direction, incumbents provide management with strategic technical leadership and expertise to maximize the use of technology within the organization. They also advise on governance and the implementation of and compliance with statewide policies.

Information Technology Supervisor I is the working supervisory level. Under direction, incumbents plan, assign, and review work and may personally perform difficult or sensitive work.

Information Technology Supervisor II is the full supervisory level. Under general direction,

¹ Incumbent data is as of October 10, 2017.

incumbents plan, organize, and direct the work of one or more information technology programs or units and may, on occasion, perform the most difficult or sensitive work.

Information Technology Manager I is the managerial level. Under general direction, incumbents have significant responsibilities for planning, organizing and directing the work of one or more information technology programs or units, typically through subordinate supervisors, and for formulating or administering organizational information technology policies and programs.

Information Technology Manager II is the managerial level. Under administrative direction, incumbents are responsible for determining or playing a key role in setting organizational information technology policy, formulating long-range information technology programs and objectives, and reviewing implementation and conformance of information technology programs with organizational and statewide policies and objectives.

Each classification's title – Technician, Associate, Specialist, Supervisor, and Manager – reflects terminology used for current levels within state service; the titles allow for the classes to be used in all areas of information technology.

The Information Technology Associate classification is designed as the primary recruitment/entry level for the series. The Information Technology Technician classification typically is used for state employees to gain information technology experience; that experience will be qualifying toward meeting the Minimum Qualifications of the Associate classification.

RECOMMENDATIONS

That the classes below be established; the proposed Information Technology Series specification as shown in this calendar be adopted; and the probationary periods be as specified below:

<u>Class Code</u>	<u>Classification Title</u>	<u>Probationary Period</u>
1400	Information Technology Technician	12 months
1401	Information Technology Associate	12 months
1402	Information Technology Specialist I	12 months
1414	Information Technology Specialist II	12 months
1415	Information Technology Specialist III	12 months
1403	Information Technology Supervisor I	12 months
1404	Information Technology Supervisor II	12 months
1405	Information Technology Manager I	12 months
1406	Information Technology Manager II	12 months

That the proposed alternate range criteria as shown below be adopted for the specified classes:

Alternate Range Criteria 482 Information Technology Technician

When using education to meet the Alternate Range Criteria, education must include at least six semester units (or nine quarter units) of information technology or closely related course work. Closely related coursework refers to a course of study involving the study of computing, such as software engineering, computer engineering, Management Information Systems, Geographic Information Systems, and computing technology.

Alternate Ranges

Range A. This range shall apply to persons who do not meet the criteria for Range B or Range C.

Range B. This range shall apply to persons who meet the Minimum Qualifications for the classification and who have:

- Completed one year of satisfactory additional experience performing duties equivalent to or higher than an Information Technology Technician, or
- Completed an additional 30 semester or 45 quarter units from an accredited college or university.

Range C. This range shall apply to persons who meet the Minimum Qualifications for the classification and who have:

- Completed two years of satisfactory additional experience performing duties equivalent to or higher than an Information Technology Technician, or
- Completed an additional 60 semester or 90 quarter units from an accredited college or university.

When the requirements for the criteria are met and upon recommendation of the appointing power, the employee moving from Range A to Range B shall receive a rate under the provisions of California Code of Regulations, title 2, section 599.674. The employee moving from Range B to Range C shall receive a rate under the provisions of California Code of Regulations, title 2, section 599.676.

**Alternate Range Criteria 483
Information Technology Associate**

When using education to meet the Alternate Range Criteria, education must include at least 15 semester units (or 22.5 quarter units) of information technology or closely related course work. Closely related coursework refers to a course of study involving the study of computing, such as software engineering, computer engineering, Management Information Systems, Geographic Information Systems, and computing technology.

Alternate Ranges

Range A. This range shall apply to persons who do not meet the criteria for Range B, Range C, or Range D.

Range B. This range shall apply to persons who meet the Minimum Qualifications for the classification and who have:

- Completed one year of satisfactory additional experience performing duties equivalent to or higher than an Information Technology Associate, or
- Completed an additional 30 semester or 45 quarter units from an accredited college or university.

Range C. This range shall apply to persons who meet the Minimum Qualifications for the classification and who have:

- Completed three years of satisfactory additional experience performing duties equivalent to or higher than an Information Technology Associate, or

- Received a bachelor's degree from an accredited college or university.

Range D. This range shall apply to persons who meet the Minimum Qualifications for the classification and who have completed five years of satisfactory additional experience performing duties equivalent to or higher than an Information Technology Associate.

When the requirements for the criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of California Code of Regulations, title 2, section 599.674 upon movement to Range B or Range C and a rate under the provisions of California Code of Regulations, title 2, section 599.676 upon movement to Range D.

**Alternate Range Criteria 484
Information Technology Specialist I**

Alternate Ranges

Range A. This range shall apply to persons who do not meet the criteria for Range B or Range C.

Range B. This range shall apply to persons who meet the Minimum Qualifications for the classification and who have also completed two years of satisfactory additional experience performing duties equivalent to or higher than an Information Technology Specialist I.

Range C. This range shall apply to persons who meet the Minimum Qualifications for the classification and who have also completed four years of satisfactory additional experience performing duties equivalent to or higher than an Information Technology Specialist I.

When the requirements for the criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of California Code of Regulations, title 2, section 599.676. Upon movement to Range C, the employee shall receive a rate under the provisions of California Code of Regulations, title 2, section 599.674.

That the following resolution be adopted:

WHEREAS the State Personnel Board on January 11, 2018, revised or established the classes and, if applicable, alternative range criteria indicated in Column II below; and the duties and responsibilities of this class were substantially included in the previously existing classes indicated in Column I below; and

WHEREAS the knowledge, abilities, and Minimum Qualifications required for the classes indicated in Column II were substantially tested for in the examinations held for the classes listed in Column I; and

WHEREAS tests of fitness have been met by individuals in classes indicated in Column I who are being reallocated to classes in Column II by a status resolution under the auspices of the Civil Service Improvement initiative; therefore, be it

RESOLVED, that each person with civil service status in the classes in Column I on January 31, 2018, be reallocated to, and hereby granted the same civil service status without further examination in the class in Column II; and be it further

RESOLVED, those individuals shall be reallocated by way of the published pay letter and appropriate personnel transaction(s); and be it further

RESOLVED, that individuals with mandatory reinstatement rights for the classes in Column I shall retain those rights for the comparable class in Column II until expiration of those rights for the classes in Column I; and be it further

RESOLVED, that any existing employment lists other than reemployment lists established for the classes indicated in Column I shall be used to certify to fill vacancies in the classes indicated in Column II until such lists are abolished, exhausted, or superseded by lists for classes indicated in Column II, and persons on any existing reemployment lists for the classes indicated in Column I shall also be placed on reemployment lists for the classes indicated in Column II until expiration of their eligibility on the reemployment lists for the classes indicated in Column I

Column I (Existing Class)	Column II (New Class)
1312 Staff Information Systems Analyst (Specialist), Range A	1402 Information Technology Specialist I, Range B
1316 Staff Information Systems Analyst (Supervisor)	1403 Information Technology Supervisor I
1337 Senior Information Systems Analyst (Specialist), Range A	1402 Information Technology Specialist I, Range C
1340 Senior Information Systems Analyst (Supervisor)	1404 Information Technology Supervisor II
1353 Computer Operator, Range C	1400 Information Technology Technician, Range A
1360 Information Systems Technician, Range C	1400 Information Technology Technician, Range A
1361 Staff Electronic Data Processing Acquisition Specialist	1402 Information Technology Specialist I, Range B
1367 Systems Software Specialist III (Technical), Range A	1414 Information Technology Specialist II, Range A
1368 Senior Electronic Data Processing Acquisition Specialist (Technical)	1402 Information Technology Specialist, Range C

Column I (Existing Class)	Column II (New Class)
1373 Systems Software Specialist II (Technical), Range A	1402 Information Technology Specialist I, Range C
1381 Data Processing Manager I	1403 Information Technology Supervisor I
1382 Programmer I, Range A	1400 Information Technology Technician, Range B
1382 Programmer I, Range B	1400 Information Technology Technician, Range C
1383 Programmer II, Range A	1401 Information Technology Associate, Range C
1384 Data Processing Manager II	1404 Information Technology Supervisor II
1387 Data Processing Manager IV	1406 Information Technology Manager II
1388 Manager, Electronic Data Processing Acquisition	1405 Information Technology Manager I
1389 Senior Electronic Data Processing Acquisition Specialist (Supervisory)	1404 Information Technology Supervisor II
1393 Data Processing Manager III	1405 Information Technology Manager I
1470 Associate Information Systems Analyst (Specialist), Range A	1401 Information Technology Associate, Range D
1479 Assistant Information Systems Analyst, Range A	1400 Information Technology Technician, Range A
1479 Assistant Information Systems Analyst, Range B	1400 Information Technology Technician, Range B
1479 Assistant Information Systems Analyst, Range C	1401 Information Technology Associate, Range B
1557 Information Systems Technician Specialist II	1401 Information Technology Associate, Range C
1558 Systems Software Specialist II (Supervisory)	1404 Information Technology Supervisor II
1559 Systems Software Specialist III (Supervisory)	1405 Information Technology Manager I
1562 Information Systems Technician Specialist I, Range A	1400 Information Technology Technician, Range C
1579 Associate Programmer Analyst (Specialist), Range A	1401 Information Technology Associate, Range D

Column I (Existing Class)	Column II (New Class)
1581 Staff Programmer Analyst (Specialist), Range A	1402 Information Technology Specialist I, Range B
1582 Staff Programmer Analyst (Supervisor)	1403 Information Technology Supervisor I
1583 Senior Programmer Analyst (Specialist), Range A	1402 Information Technology Specialist I, Range C
1584 Senior Programmer Analyst (Supervisor)	1404 Information Technology Supervisor II
1585 Associate Systems Software Specialist (Technical)	1401 Information Technology Associate, Range D
1587 Systems Software Specialist I (Technical), Range A	1402 Information Technology Specialist I, Range B
2947 Instructional Designer (Technology), Commission on Peace Officer Standards and Training	1401 Information Technology Associate, Range D
2948 Senior Instructional Designer (Technology), Commission on Peace Officer Standards and Training	1402 Information Technology Specialist I, Range B
7580 Project Manager (Information Technology)	1405 Information Technology Manager I
7737 Associate Program Systems Analyst	1401 Information Technology Associate, Range D
7738 Staff Program Systems Analyst	1402 Information Technology Specialist I, Range B
7740 Senior Program Systems Analyst (Specialist)	1402 Information Technology Specialist I, Range C
7741 Senior Program Systems Analyst (Supervisor)	1404 Information Technology Supervisor II

That the following resolution be adopted:

WHEREAS incumbents currently in Computer Operator, Range C and Information Systems Technician, Range C are being reallocated to Information Technology Technician, Range A; and

WHEREAS there are incumbents in Computer Operator Ranges A and B and Information Systems Technician Ranges A and B; and

WHEREAS it is equitable to apply the above classification movement to all individuals in those classifications; therefore be it

RESOLVED, that when individuals currently in Computer Operator Ranges A and B and Information Systems Technician Ranges A and B are moved into Range C, they will be immediately reallocated into Information Technology Technician, Range A.

That all new appointments to the classes below that require a probationary period and that are effective on or after January 31, 2018, shall require completion of the indicated probationary period before an employee attains permanent status in the class:

<u>Class Code</u>	<u>Classification Title</u>	<u>Probationary Period</u>
1400	Information Technology Technician	12 months
1401	Information Technology Associate	12 months
1402	Information Technology Specialist I	12 months
1414	Information Technology Specialist II	12 months
1415	Information Technology Specialist III	12 months
1403	Information Technology Supervisor I	12 months
1404	Information Technology Supervisor II	12 months
1405	Information Technology Manager I	12 months
1406	Information Technology Manager II	12 months

That all individuals appointed to the classes in Column I before January 31, 2018, who are serving a required probationary period and who are reallocated to a classification in Column III as a result of this Board action shall attain permanent status in the new classification upon completion of the designated probationary period as shown in Column II from their original appointment date to the class in Column I

Column I (Existing Class)	Column II (Probation Period)	Column III (New Class)
1312 Staff Information Systems Analyst (Specialist)	6 months	1402 Information Technology Specialist I
1316 Staff Information Systems Analyst (Supervisor)	12 months	1403 Information Technology Supervisor I
1337 Senior Information Systems Analyst (Specialist)	6 months	1402 Information Technology Specialist I
1340 Senior Information Systems Analyst (Supervisor)	12 months	1404 Information Technology Supervisor II
1353 Computer Operator	12 months	1400 Information Technology Technician
1360 Information Systems Technician	12 months	1400 Information Technology Technician
1361 Staff Electronic Data Processing Acquisition Specialist	12 months	1402 Information Technology Specialist I
1367 Systems Software Specialist III (Technical)	12 months	1414 Information Technology Specialist II
1368 Senior Electronic Data Processing Acquisition Specialist (Technical)	12 months	1402 Information Technology Specialist I
1373 Systems Software Specialist II (Technical)	12 months	1402 Information Technology Specialist I

Column I (Existing Class)	Column II (Probation Period)	Column III (New Class)
1381 Data Processing Manager I	12 months	1403 Information Technology Supervisor I
1382 Programmer I	12 months	1400 Information Technology Technician
1383 Programmer II	12 months	1401 Information Technology Associate
1384 Data Processing Manager II	12 months	1404 Information Technology Supervisor II
1387 Data Processing Manager IV	12 months	1406 Information Technology Manager II
1388 Manager, Electronic Data Processing Acquisition	12 months	1405 Information Technology Manager I
1389 Senior Electronic Data Processing Acquisition Specialist (Supervisory)	12 months	1404 Information Technology Supervisor II
1393 Data Processing Manager III	12 months	1405 Information Technology Manager I
1470 Associate Information Systems Analyst (Specialist)	6 months	1401 Information Technology Associate
1479 Assistant Information Systems Analyst	12 months	1401 Information Technology Associate
1557 Information Systems Technician Specialist II	6 months	1401 Information Technology Associate
1558 Systems Software Specialist II (Supervisory)	12 months	1404 Information Technology Supervisor II
1559 Systems Software Specialist III (Supervisory)	12 months	1405 Information Technology Manager I
1562 Information Systems Technician Specialist I	6 months	1400 Information Technology Technician
1579 Associate Programmer Analyst (Specialist)	6 months	1401 Information Technology Associate
1581 Staff Programmer Analyst (Specialist)	6 months	1402 Information Technology Specialist I
1582 Staff Programmer Analyst (Supervisor)	12 months	1403 Information Technology Supervisor I
1583 Senior Programmer Analyst (Specialist)	6 months	1402 Information Technology Specialist I
1584 Senior Programmer Analyst (Supervisor)	12 months	1404 Information Technology Supervisor II
1585 Associate Systems Software Specialist (Technical)	12 months	1401 Information Technology Associate
1587 Systems Software Specialist I (Technical)	12 months	1402 Information Technology Specialist I
2947 Instructional Designer (Technology), Commission on Peace Officer Standards and Training	12 months	1401 Information Technology Associate

	Column I (Existing Class)	Column II (Probation Period)	Column III (New Class)
2948	Senior Instructional Designer (Technology), Commission on Peace Officer Standards and Training	6 months	1402 Information Technology Specialist I
7580	Project Manager (Information Technology)	12 months	1405 Information Technology Manager I
7737	Associate Program Systems Analyst	6 months	1401 Information Technology Associate
7738	Staff Program Systems Analyst	6 months	1402 Information Technology Specialist I
7740	Senior Program Systems Analyst (Specialist)	6 months	1402 Information Technology Specialist I
7741	Senior Program Systems Analyst (Supervisor)	12 months	1404 Information Technology Supervisor II

That the classifications listed below be abolished after reallocation of the incumbents:

<u>Class Code</u>	<u>Classification Title</u>
1312	Staff Information Systems Analyst (Specialist)
1316	Staff Information Systems Analyst (Supervisor)
1337	Senior Information Systems Analyst (Specialist)
1340	Senior Systems Information Analyst (Supervisor)
1361	Staff Electronic Data Processing Acquisition Analyst
1367	Systems Software Specialist III (Technical)
1368	Senior Electronic Data Processing Acquisition Specialist (Technical)
1373	Systems Software Specialist II (Technical)
1381	Data Processing Manager I
1382	Programmer I
1383	Programmer II
1384	Data Processing Manager II
1387	Data Processing Manager IV
1388	Manager, Electronic Data Processing Acquisition
1389	Senior Electronic Data Processing Acquisition Specialist (Supervisory)
1393	Data Processing Manager III
1470	Associate Information Systems Analyst (Specialist)
1479	Assistant Information Systems Analyst
1557	Information Systems Technician Specialist II
1558	Systems Software Specialist II (Supervisory)
1559	Systems Software Specialist III (Supervisory)
1562	Information Systems Technician Specialist I
1579	Associate Programmer Analyst (Specialist)
1581	Staff Programmer Analyst (Specialist)
1582	Staff Programmer Analyst (Supervisor)
1583	Senior Programmer Analyst (Specialist)
1584	Senior Programmer Analyst (Supervisor)
1585	Associate Systems Software Specialist (Technical)

1587	Systems Software Specialist I (Technical)
2947	Instructional Designer (Technology), Commission on Peace Officer Standards and Training
2948	Senior Instructional Designer (Technology), Commission on Peace Officer Standards and Training
7580	Project Manager (Information Technology)
7737	Associate Program Systems Analyst
7738	Staff Program Systems Analyst
7740	Senior Program Systems Analyst (Specialist)
7741	Senior Program Systems Analyst (Supervisor)

That Footnote 24 be applied to the classes below to prevent further appointments to the classes and to designate that they are to be abolished when they become vacant:

<u>Class Code</u>	<u>Classification Title</u>
1350	Computer Operations Supervisor II
1351	Computer Operations Supervisor I
1353	Computer Operator
1360	Information Systems Technician
1407	Information Systems Technician Supervisor II
1408	Information Systems Technician Supervisor I
1471	Associate Information Systems Analyst (Supervisor)

That Alternate Range Criteria 134 for Programmer I and Alternate Range 278 for Assistant Information Systems Analyst be abolished.

That the following resolution be adopted:

WHEREAS California Code of Regulations, title 2, section 431 states "Unless otherwise provided by resolution of the Board, the maximum rate of the lowest salary range currently authorized for a class is used to make salary comparisons"; and

WHEREAS alternate ranges within the new classes of Information Technology Specialist I, Information Technology Associate, and Information Technology Technician are being established; and

WHEREAS placement in each alternate range of the class of Information Technology Technician represents recognition of a level of knowledge, skill, ability, experience or eligibility which each appointee can acquire through experience in the class of Information Technology Technician or comparable or higher level classes; and

WHEREAS placement in each alternate range of the class of Information Technology Associate represents recognition of a level of knowledge, skill, ability, experience or eligibility which each appointee can acquire through experience in the class of Information Technology Associate or comparable or higher level classes; and

WHEREAS placement in each alternate range of the class of Information Technology Specialist I represents recognition of a level of knowledge, skill, ability, experience or

eligibility which each appointee can acquire through experience in the class of Information Technology Specialist I or comparable or higher level classes; and

WHEREAS as the result of a permanent appointment to each alternate range, an appointee gains status in the range to which he/she is appointed as though each range is a separate class by qualifying for placement in that range through transfer, reinstatement, demotion, or satisfying the alternate range criteria; therefore, be it

RESOLVED, that salary Ranges A, B, and C, for the classes of Information Technology Technician and Information Technology Specialist I may be used individually as if each represents the salary range of a separate class to make salary comparisons for discretionary actions between the classes of Information Technology Technician and Information Technology Specialist I and other classes; and be it further

RESOLVED, that salary Ranges A, B, C, and D for the class of Information Technology Associate may be used individually as if each represents the salary range of a separate class to make salary comparisons for discretionary actions between the class of Information Technology Associate and other classes; and be it further

RESOLVED, that for the classes of Information Technology Technician and Information Technology Specialist I the current maximum authorized for Range C shall be the salary rate used to make salary comparisons for mandatory actions; and be it further

RESOLVED, that for the class of Information Technology Associate the maximum currently authorized for Range D of the class shall be the salary rate used to make salary comparisons for mandatory actions.